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## Faculty Senate Executive Committee Minutes, January 20, 2015

Utah State University

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### Recommended Citation

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## **FACULTY SENATE EXECUTIVE COMMITTEE MINUTES**

**January 20, 2015**

**Champ Hall Conference Room**

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**Present:** Doug Jackson-Smith (Chair), Dan Davis, Jake Gunther, Mark McLellan, Dan Murphy, Jeanette Norton, Jason Olsen, Michael Pace, Robert Schmidt, Charles Waugh, Vincent Wickwar, Ronda Callister (President Elect), Yanghee Kim (excused), (Past President) (excused), President Stan Albrecht (Ex-Officio) (excused), Provost Noelle Cockett (Ex-Officio), Joan Kleinke (Exec. Sec.), Marilyn Atkinson (Assistant) (excused) **Guests:** Larry Smith, Sydney Peterson.

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Doug Jackson-Smith called the meeting to order at 3:00 p.m.

### **Approval of Minutes**

There were no corrections to the minutes of December 8, 2014. The minutes were adopted.

### **Announcements**

**Update on Senate PTR Working Group Recommendations – Doug Jackson-Smith.** Doug included in the agenda packet the instruction document based on the last senate meeting that he sent to PRPC. PRPC has formed a sub-committee chaired by J.P. Spicer-Escalante to begin drafting code language.

Doug will be meeting with the Chief Academic Officers in the USHE system on the topic of guns on campus. Contact him for more information.

### **University Business - President Albrecht and Provost Cockett.**

President Albrecht was called to a meeting in Salt Lake and was not in attendance. Sydney Peterson asked if the Honorary Degree and Commencement Speaker Report to Faculty Senate could be presented in February rather than April so the announcement can be made publically.

A motion was made by Ronda and seconded by Vince to place this on the agenda for the February meeting as an information item. The motion passed unanimously.

The Provost said that USHE has asked for nominations for a new award called the "Allen E. Hall Innovation for Undergraduate Student Success Award". She will announce the two nominees for USU at the next Faculty Senate meeting. Each institution will be given at least one award.

Enrollment is very strong, with FTE's increasing about 5%, and the headcount remaining steady. The online enrollment for Logan campus is increasing. The summer schedule is now set and an aggressive marketing campaign is getting underway to boost the summer enrollment.

The Deans search for the library begins next week. Two candidates have been invited to campus; Catherine Cardwell Director of Libraries at Ohio Wesleyan University and Ann Moore, Dean of Library affairs at Southern Illinois University.

Four candidates have been selected for the Dean of Science position; Harlan Spence, Director, Institute for the Study of Earth Oceans and Space University of New Hampshire, Laura Hagen, Interim Director, National Center for Atmospheric Research, University of Colorado Boulder, Estella Atekwana, Department Head Boone Pickens School of Geology at Oklahoma State University, and USU's Richard Cutler, Department Head Mathematics and Statistics. These interviews will take place in February.

### **Information Items**

**Electronic P&T Binders Presentation to Senate – Larry Smith.** This item was added to the February agenda at the last meeting. This change should not affect P&T candidates portfolios, only the delivery of the documents to the committee. Departments are encouraged to continue whatever they are currently doing in regards to the external peer review due to the timing of the implementation.

### **Reports**

**January EPC Items - Larry Smith.** The Curriculum Sub-committee heard two R401 proposals, one from ASTE to restructure three specializations within one masters degrees and reorganizing them to form two masters' degrees. The other was from Engineering Education to discontinue their Pre-Engineering degree at the Regional Campuses. The Academic Standards Committee raised the bar for the number of credits that will be equivalent to the number of credits for our courses for students who test out of courses with the IBO system. The General Education Sub-Committee modified language on the process for evaluating Gen Ed Courses that are older than 15 years for new applicants to include the Provost's office in the decision. The Honors program proposed a Global Engagement Scholar for student transcripts if they meet the proposed criteria.

A motion to place the EPC monthly report on the reports agenda was made by Vince Wickwar and seconded by Ronda Callister. The motion passed unanimously.

#### **Unfinished Business**

**AFT Code Change Proposals from PRPC (First Reading) – Stephen Bialkowski.** Stephen was unable to attend the meeting so Doug presented in his behalf. This proposal encompasses three changes, but the biggest change is that the reasons for non-renewal are required to be stated in the letter to the faculty. The other changes are typographical corrections. Jeanette Norton moved to place this on the agenda for February's Senate meeting, and Jake Gunther seconded and the motion passed unanimously.

**Other 405 Section Code Change Proposals from PRPC (First Reading) – Stephen Bialkowski.** This proposal includes four changes brought forward by the Provost and have been reviewed by AFT and FSEC previously as well. Change number one clarifies that the newly drafted role statements should be approved by the provost, but the provost signature is not required on the role statement. A motion to place the first change on the February Senate agenda as a first reading was made by Robert Schmidt and seconded by Jeannette Norton. The motion passed unanimously.

Change number two allows for an annual work plan. This clarifies that extension, USUE and Regional campuses can participate in this. A motion to place the second change on the February Senate agenda as a first reading was made by Vince Wickwar and seconded by Mark McClellan. The motion passed unanimously.

Change three clarifies that the promotion and tenure letter may not be used as a substitute for the annual review letter. A motion to place the third change on the February Senate agenda as a first reading was made by Mark McClellan and seconded by Jeanette Norton. The motion passed unanimously.

Change number four allows academic deans and regional campus deans and/or chancellor to submit a joint letter during the evaluation and recommendation process. A reference in the proposal to USU/CEU needs to be updated to USU Eastern. Jeannette Norton moved to place the item on the February Senate agenda, Jake Gunther seconded and the motion passed unanimously.

#### **New Business**

**405.2.2 (etc.) Code Change: Teaching Role Description for P&T – Doug Jackson-Smith.** The examples mentioned in this section of code referring to teaching does not include outside of class teaching opportunities. Scott Bates and Chris Miller suggested some wording changes. AFT has that reviewed and approved it, and PRPC has drafted new language. The language includes evidence of mentoring inside and outside the classroom including work with graduate or undergraduate researchers, graduate instructors or undergraduate teaching fellows, applicants for major scholarships or grants, and Honors or other independent study work. It is the same phrase as other sections of the code and brings them in line with each other.

A motion to place this proposal on the February Senate agenda as a first reading was made by Robert Schmidt and seconded by Ronda Callister. The motion passed unanimously.

#### **Adjournment**

Doug Jackson-Smith asked for a motion to adjourn the meeting. The meeting adjourned at 3:37 p.m.

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Minutes Submitted by: Joan Kleinke, Faculty Senate Executive Secretary, 797-1776